

HENRY ABBOTT TECHNICAL HIGH SCHOOL



ADDENDUM TO THE STUDENT/PARENT HANDBOOK

EFFECTIVE AUGUST 28, 2026 THROUGH JUNE 30, 2027

Henry Abbott Technical High School
21 Hayestown Avenue
Danbury, CT 06811
203-797-4460
<https://abbott.cttech.org/>

CONTENTS

Administrative Staff	3
Student Support Services	3
Classified Services	3
Maintenance Staff	3
General and Related Education Staff	4
Career Technology Departments	5
Vision, Mission, Goals, Vision of a Graduate	6
Assignment Books	7
Attendance/Tardiness	7
Early Dismissal	7-8
Attendance Appeal Process	8
Book Bags	8
Cafeteria Rules	9
Detentions	9
Elective Offices	9
Electronic Devices	9-10
Graduation Requirements	10
Language and Math Labs	10
Library-Media Center	10
Lockers	10-11
Loitering	11
Lost Articles	11
Parent Faculty Student Organization	11
Parking – Student	11-12
Passes	12
P.E. Clothes – Requirements and Lockers	12
School Closings	13
Smoking/Vaping	13
Resource Center	13
Student Council	13
Student Dress	13-14
Student IDs	14
Uniform and ID Policy	14-15
Telephone	15
Work Based Learning	15-16
Asbestos Management Plan	16
Senior Release and Parking Criteria	17-18
Parent/Student Acknowledgment (<u>sample only</u> ; Form electronically signed on ParentSquare)	19

ADMINISTRATION

Kevin Durkin, Principal
Sasha Salem, Assistant Principal
Samantha Palma, Assistant Principal

Jonathan Nadeau, Dean of Students, Athletic Director

STUDENT SUPPORT SERVICES

Peter Dittmar, Department Head School Counseling & Admissions

Isabel Sweeney, Counselor: **Grade 12**
Marisa Santos, Counselor: **Grade 11, 9 A-L**
Anthony Simone, Counselor: **Grade 10, 9 M-Z**

Jay Holt, School Psychologist
Gina Sabo, School Psychologist
Rachel Korb, Speech and Language Pathologist
John Barsevich, ISS/SAIL

CLASSIFIED SERVICE

Lisa Alonzo, Principal's Secretary (II)
Jennifer Graziano, Secretary

Yachira Encarnacion, School Nurse
Lois Crucitti, Substitute Nurse

Fiona Bogie, Building & Grounds Patrol
John Burrow, Building & Grounds Patrol
Tim Jackson, Building & Grounds Patrol
Ron Semper, Building & Grounds Patrol

Nelida Rocha, Head Cook
Robert Bourassa, Assistant Cook
Marshall Gilchrist, Assistant Cook
Lisa Sidella, Floater

MAINTENANCE STAFF

David Sheehan, Building Maintenance Supervisor
Angel Enriquez, Skilled Maintainer
Antonio Oliveira, Lead Custodian
Oswaldo Cambisaca, Custodian
Mike Cormier, Custodian
Leo Heron, Custodian
Daniel Jackson, Custodian
Angela Mostacero-Varela, Custodian
Ismail Yilmaz, Custodian
Vacant, Custodian

GENERAL AND RELATED EDUCATION STAFF

Social Studies	Robert Roche, General Education Department Head Shannon Hughes Adrian Solis Kristen Sura Lindsay Vanak
English/Language Lab	Julie Arconti Kathryn Italiano Katelyn McGorty Margaret Montinieri Christian Peloso Meghan Whitlock Vacant
World Language	Collin Fischman
Library/Media	Sally Markiewicz
Physical Education/Health	Brittany Budd Christopher Pace Steven Pepe Christopher Wethered
ELL	Rosiane Barbosa de Aguiar Diane Brown Iva Rousseva-Stoev
Mathematics/Math Lab	Helen Albert - Related Education Department Head Jenna Bizak Janet Bradley Eric Krebs Kara Occhiboi Lisa Reichin Karen Robinson
Science	Brenton Closs Lee-Stuart Evans Nadine Khalil Meghan Novacco Erica Ting
Computer Applications	Nicholas Aprea Laura Underhill
Art	Tonya Clark John Miller
Special Education	Erik Brudvig, Special Education Department Head Maria Altobelli Deborah Diamond Katie Guisti Joseph Redendo Marcia Stiman-Glaser Vacant

CAREER TECHNOLOGY DEPARTMENTS

Automotive Technology	Mark Langlais, Dept. Head Joseph Mancini
Carpentry	Sean Hoefer, Dept. Head Alan Mendes
Culinary Arts	Mario Longo, Dept. Head Brian Malota
Collision Repair and Refinishing	Eric Maher, Dept. Head William Pavlinsky
Electrical	Michael Lusita, Dept. Head Paul Joyce
Graphic Technology	Karyn Skinner, Dept. Head Vacant
Hairdressing and Cosmetology	Anne Marie Ludwig, Dept. Head Jessica Esposito
Health Technology	Meredith Ferreira, Dept. Head Maryoly Paulino Jennifer Placanica
Heating, Ventilation & Air Conditioning	Vacant, Dept. Head William Strempski
Mechanical Design and Engineering Technology	Malvyn Paulino, Dept. Head Andrew Ehler
Precision Machining Technology	James Mills, Dept. Head Steven Bova
Plumbing	James Roberts, Dept. Head Joshua Chouinard

Henry Abbott Technical High School

Vision

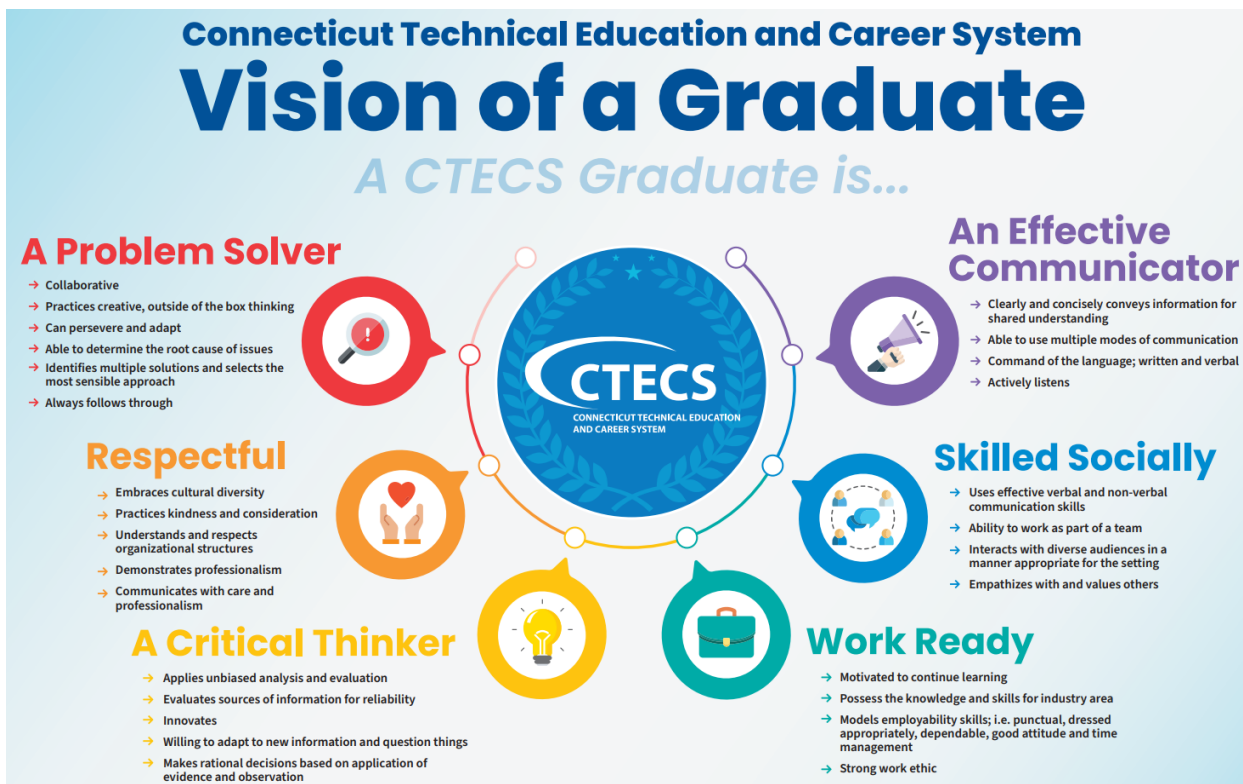
We envision CTECS as the primary pipeline for Connecticut's skilled labor workforce.

Mission

Through exemplary trade and academic programming, CTECS prepares trade-bound students to meet the skilled workforce needs in Connecticut.

CTECS Goals

1. School Environment and Safety: Provide a welcoming environment that is safe, equitable, and supportive of students' development into productive citizens with the skills necessary for success.
2. Trade and Academic Programming: Develop programming, career pathways, and experiential opportunities, aligned to industry needs, that cultivate workforce-ready students.
3. Student Recruitment and Access: Target promotional efforts to attract students with true trade interest and expand trade and academic learning opportunities for Connecticut residents.
4. Talent Management: Recruit and hire a diverse, highly qualified CTECS workforce and provide opportunities for ongoing training and leadership.



ASSIGNMENT BOOKS

Students are encouraged to purchase an assignment book that they are comfortable using or download a Chromebook or SmartPhone App to use as a daily calendar and to manage daily/weekly assignments as well as important information. Parents/Guardians are encouraged to check/use the Parent Portal in PowerSchool/Google Classroom to assess whether assignments are being completed.

ATTENDANCE/TARDINESS/EARLY DISMISSALS

Regular attendance by students is a critical aspect of the education process. Without daily classroom attendance, a student does not receive the benefits of personal interaction with his/her teacher and classmates. In order to prepare students for the workforce, Henry Abbott Technical High School expects from its students what employers will expect, and thus provides policies and procedures to provide a smooth transition from school to work. We have a system designed to develop in students a sense of responsibility and cooperation. Please refer to the attendance policy outlined in the CTECS Student/Parent Handbook and in this addendum.

At times, students have been placed in attendance intervention groups with members of our support staff. The identified students have a pattern/history of high absenteeism and/or tardiness. These groups serve as an intervention. The goal is to increase student attendance and decrease tardiness. When a student has shown improvement in these areas, he/she will be exited from the group. Please contact your child's school counselor should you have any questions or concerns.

In accordance with the State Board of Education Policy on attendance, unexcused early dismissals, tardiness, and unexcused absences can result in loss of valuable instruction time, negatively affecting student learning.

TARDINESS

Students who arrive late to school cause a disruption to the learning environment. STUDENTS MUST swipe in on Swipe K12 between 7:00 AM and 7:27 AM and they must BE IN PERIOD 1 BY 7:27 AM. Any student who does not swipe into school will be marked absent for the day. Any student who is not in period 1 by 7:27 AM will be considered tardy or absent for that class even if they are "in the building." Classroom consequences will be issued by the teacher. Students who arrive late will be required to swipe in at the tardy station in the main lobby. It is the student's responsibility to make up any missed assignments by contacting his/her teacher. Some assignments require being present in class and may not be available for make-up. Students who are habitually tardy will be referred to the school counseling staff for support and counseling and/or administration for disciplinary action.

EARLY DISMISSAL

We understand that students need to leave school during the day from time to time. To ensure the safety and security of our students, no student will be dismissed from school early without a **parent note**. This note will be signed by the administration. It is the student's responsibility to "swipe out" on

Swipe K12 in the Lobby to notify each teacher of the classes that will be missed upon exit. To expedite this process please do the following:

- 1) Parent note must be sent to **abbott.attendance@cttech.org** by 7:30 AM on the day of dismissal. If a note is received later than 7:30am or sent to another person it will cause a delay in the dismissal process.
- 2) Photo ID is always required for pick-up, even if your name is in PowerSchool
- 3) If the individual picking up is not listed in PowerSchool their name must be provided in the note in advance and they must present a photo ID.
 - **Uber/Lyft**- District policy does not allow students to be picked up from school by Uber or Lyft, if there is no alternative the school needs to be notified of the drivers name in advance and he/she must present ID. Student's will not be permitted to leave the building without this procedure occurring.

ATTENDANCE APPEAL PROCESS

A student who reaches 10 unexcused absences will be automatically denied credit. A letter will be sent to parents when a student reaches 5, 9 and 10 days of unexcused absences. The parent must contact the Dean of Students to arrange for a hearing to review credit denial. At this hearing the Attendance Appeal Panel will recommend the outcome to the building Principal.

* Please note that the State Board of Education Policy authorizes the Principal to review the Attendance Appeal Panel's recommendation and make a final decision regarding each case.

Members of the Appeal Panel:

Attendance Officer/Dean of Students
Student's School Counselor
Assistant Principal
Additional, impartial, staff members as appointed

BOOK BAGS

Students are allowed to use book bags for carrying books, school supplies, P.E. clothes, etc.

However, in order to provide a safe environment, it is important that items which would be considered unsafe or identified as inappropriate are not allowed on school grounds. Students should be considerate of others when walking through the hallways and avoid contact with their book bags. Students should store their book bags under their desks, allowing for clear aisles in all classrooms. Students may not wear backpacks or carry book bags and coats when passing through the lunch line in the cafeteria.

Failure to demonstrate proper use and consideration with book bags by a student could result in the loss of this privilege and/or will be subject to progressive discipline by their instructors and the administration.

CAFETERIA RULES

Students using the cafeteria should be courteous to the cafeteria staff and cooperate with the teachers assigned to supervise them. Students should remember that after each lunch wave another group of students will follow and they expect to have a clean table to eat their lunch. Therefore, students are expected to follow these rules:

1. Remain seated during lunch....No standing or walking around!
2. Enjoy your friends but speak quietly, do not shout across tables.
3. Clean up your area and assist the staff by picking up after yourself & friends.
4. Comply with a request by an adult to help pick up papers, etc.

No Food items should be dropped off to students during the school day without administrative approval. In the case where a lunch is dropped off, it should only be from a parent or guardian. NO FOOD DELIVERY SERVICES.

DETENTIONS ASSIGNED BY CLASSROOM TEACHERS

An important goal for Henry Abbott students is to develop a strong character and willingness to meet one's obligations and responsibilities.

One such responsibility is serving assigned detentions. The following procedure is in place for teacher assigned detentions:

- Students must serve a teacher assigned detention within 48 hours. The teacher must contact the parent regarding the detention.
- Failure to serve detention will be referred to the Department Head for follow up. If the detentions are not served, the Department Head will make a disciplinary referral to the appropriate Assistant Principal.

The suspended student will be unable to participate in student activities, WBL, and will lose privileges such as parking, field trips, athletics, etc.

The student/parent/teacher may develop a mutually agreed upon plan for serving the detention. This may include a specific day of the week that is agreeable to the parent/guardian and teacher.

ELECTIVE OFFICE

Students running for any elective office at Henry Abbott Technical High school must be a student in good standing in attendance, grades and citizenship. The Principal may remove any officer who does not maintain reasonable grades, attendance, or exhibits unacceptable behavior.

ELECTRONIC DEVICES

The use of electronic devices in schools have been banned at schools across the country due to their negative impact on learning and mental health. As such, Abbott has introduced measures to eliminate the use of cellphones in school.

Electronic devices are not permitted in any area of the school building from 7:15 AM-2:06 PM.

Security regarding electronic devices is a legitimate concern and, as with all personal belongings, it is the responsibility of the user/owner to ensure all necessary precautions are taken. The school will not be responsible for items left unattended or in unlocked lockers.

GRADUATION REQUIREMENTS

Students should become familiar with assessment, graduation requirements and credit values of course offerings as contained in the district handbook. Please see your School Counselor for more information.

LANGUAGE AND MATH LABS

Language Arts and Math Labs have been discontinued. Instead, students in grade nine and ten will attend their Math and English classes 182 days during shop and academics.

LIBRARY-MEDIA CENTER

The Library Media Center is a materials center designed to enrich the curriculum. Books, magazines, newspapers, pamphlet materials, computers and computer programs are available for student use.

The library media specialist is there to assist students in locating materials to complete assignments as well as to increase the student's interest in reading and research. Parents/Guardians and students are encouraged to speak with the school library media specialist regarding material selection and program proposals.

To visit the Media Center, a pass must be obtained by the student from his/her instructor. A pass will be given only to those students who plan to use the facilities in the Media Center.

A book may be borrowed for two (2) weeks and may be renewed an additional two (2) weeks. Seniors who owe library materials will be prevented from participating in graduation or any other senior activities.

Please note that the Electronic Information Resources Agreement must be signed by the parent and student per State Board Policy. The library media specialist will train and assist students in proper use of the online system. **Computer games are not allowed on school computers.**

Students are held responsible for damage and loss of books and/or electronic equipment (cords, computers, etc.) and will be charged for them. Students with personal laptop computers/devices must comply with school rules for use of school computers.

LOCKERS

Each student is assigned an academic *and* shop locker. It is the responsibility of the student to see that their lockers are *kept locked* and in order at all times. Students should not compromise security by sharing their lockers and combinations. **The administration will not be responsible for items lost or damaged in unlocked lockers.** Locks are on sale in the Main Office for \$5.00.

The school administration may conduct inspection of lockers or other school property such as desks, workbenches and school vehicles to maintain the integrity and security of the school environment. P.E. clothing, coats/outwear, and lunches are not to be taken into the classrooms; they are to be kept in the locker until needed. **Valuable items or money should not be kept in LOCKERS!** Lockers do not come equipped with locks. Students are required to purchase master keyed combination locks from the school. The lock will serve during the student's total stay at Henry Abbott.

No other locks than those sold by the school are permitted except for P.E. Lockers. LOCKERS MAY NOT BE SHARED! Please be aware that students are responsible to pay for lost or stolen books/Chromebooks.

LOITERING

Students are not permitted to loiter in the bathrooms or hallways. Loitering refers to being in an unassigned area. **All students must have a pass designating the time, date and destination. Students without passes will be subject to disciplinary procedures, including detentions and suspension. Misuse of hall passes will result in disciplinary action.**

Supervision of students is available from 7:00 am until 2:45 pm. Students should arrive at school after 7 am and should leave the grounds by 2:45, unless participating in a school-sponsored event.

LOST ARTICLES

All requests for lost articles should be made through Security. All articles found in the building should be brought to the Security Office. The Lost and Found is located in the Atrium.

PARENT FACULTY STUDENT ORGANIZATION

The Parent Faculty Student Organization is active at the school. Parents, guardians, and students are urged to join the organization in order to assist in making the entire program of the school experience more meaningful. The PFSO meetings are held regularly throughout the year. Parents are encouraged to participate.

PARKING – STUDENT

All students who wish to use the parking facility must first register their vehicles with the school and complete a parent permission form and receive a sticker for an assigned parking spot (**yearly**). Vehicles without a parking sticker may be removed from the premises at the owner's expense. **Motorized bikes (scooters and mopeds) must have a parking sticker in order to be parked on school grounds. Students must have an appropriate State Driver's License to operate these vehicles on State Property. Appropriate safety gear such as helmets must be worn when operating these vehicles on school grounds.** Student vehicles may also be inspected by the Administration to maintain the integrity and security of the school environment.

Parking on school grounds is a privilege, not a guarantee. Therefore, parking stickers will be issued to students based on the following:

- Seniors: First Come First Serve basis
- Juniors: First Come First Serve basis

The administration reserves the right to withhold and suspend parking privileges. Infractions including, but not limited to: excessive tardiness, excessive absences, discipline, skipping classes, failing courses. See Appendix for the criteria/intervals in which Administration monitors these infractions.

Parking permits are not automatic as space is limited and will be revoked if the student does not comply with established policies. We discourage students from parking in surrounding shopping centers, business offices, etc. Students assume all risks when parking off-campus.

Applications must be reviewed by administration prior to approval.

Students who fail to follow good driving habits including being courteous to walkers and other drivers, driving appropriately, and following directions will be given a ticket by Building and Grounds Security.

All drivers must drive at a reasonable speed and follow signs to the entrance of the parking lot.

Drivers must enter and leave the parking lot in a responsible manner at all times. Violators will lose parking privileges.

To further protect students and vehicles, there will be **NO LOITERING** in the cars, parking lots or in the building. These areas will be patrolled beginning at 7:00 a.m. Students arriving at school will immediately enter the building. A student may not remain in his/her car, the parking lot, or in front of the building.

PASSES

Whenever a student is in the corridor during class time, he/she must have a pass from the teacher whose room he/she is leaving. Should the student be delayed in the School Counseling Office or by a teacher beyond the class period from which he/she was dismissed, it is the student's responsibility to bring a pass to the next teacher.

Students without passes will be subject to disciplinary procedures, including detentions and suspension. Misuse of hall passes will result in disciplinary action.

P.E. CLOTHES – REQUIREMENTS AND LOCKERS

Students are reminded to never leave possessions in unlocked P.E. lockers.

It is the student's responsibility to secure his/her possessions. Students are required to bring a combination lock to use during all P.E. classes. **Please note that the school cannot assume responsibility for lost or stolen items from unlocked student lockers.** Proper P.E. attire will be discussed with the students at the first meeting. P.E. uniforms may be purchased in the Main Office or online. Changing into proper P.E. attire is a requirement of this course. **ALL** jewelry must be removed or taped over to prevent injuries to yourself and other students. *Please note that anatomical piercing and tongue studs create high risks for injuries to students and their classmates in shops, physical education, athletics and any physical activities. Tongue piercing studs must be removed or a parent's note will be required with their acknowledgement and awareness of the potential for injury and their consent for their child to wear the jewelry.

SCHOOL CLOSINGS

In the event of inclement weather, the following stations will be notified. The radio stations will be informed as early as possible.

Cancellations and delays are announced in the following format:

Parent Square, Instagram (abbott_tech), Connecticut news outlets

SMOKING/VAPING

Smoking/vaping is not permitted on school grounds; **THIS INCLUDES THE SIDEWALK AREA OUTSIDE OF THE SCHOOL PROPERTY AND IN VEHICLES.** Violators will face disciplinary consequences. Please Note --- Cigarettes, lighters and vaping devices will be confiscated if found on school grounds. Vaping devices are considered drug paraphernalia by the CTECS and students may be referred to the Connecticut State Police.

RESOURCE CENTER

The Resource Center is available to Special Education students for additional help in their academic or shop theory assignment, to study for a test or to take a test in a distraction free area. Students must pre-schedule the use of the Resource Center with their Case Manager.

STUDENT COUNCIL

The elected officers and members of the Henry Abbott Technical High School Student Council are a recognized policy making group for all student activities. These individuals are entrusted with the responsibility of providing student input and representation in the decisions affecting students at Henry Abbott. This enthusiastic, committed group of students provides student leadership and direction for Henry Abbott Tech and solicits the support and participation of its peers.

STUDENT DRESS

Students must be in proper uniform when they enter the building.

Academic Uniforms:

All Abbott Tech students are required to wear academic uniforms. This is a standard practice at all technical schools in the State and has been shown to significantly reduce a student's clothing cost and promote school spirit and pride.

We have sourced the uniforms from a local Connecticut company that services the other technical schools, allowing us to receive quality products at extremely competitive prices. This company allows us to share in their volume discounts and these savings are passed directly to you.

Uniform Requirements:

All students must wear any of the Abbott Tech shirts. These shirts come in a variety of colors. In addition, the school ID must be worn at all times, above the waist.

During Academic Cycles, students **MUST** wear “at the waist pants” including jeans (with no holes). Students **MAY NOT wear leggings, sweatpants, pajama pants, wind pants, nylon pants, or any other type of athletic pants.**

FOOTWEAR: Students may wear sneakers, work boots, or any closed toed shoe with a back. Crocs are not permitted. As always, open toed shoes and flip flops/sandals will NOT be permitted. Students must enter the building with proper footwear on.

To make purchasing easier, we have set up a secure Abbott Tech online store where you can place your orders 24 hours a day, 7 days a week. The store can be accessed from our Abbott Tech homepage (<https://abbott.cttech.org/>) or at <https://schools.dartergroup.com/abbotttech>.

Shop Uniforms/Tools

Each shop has required dress regulations, as well as tool lists. Sophomores, Juniors and Seniors must report to shop in the required uniform, including appropriate work shoes, shirt and pants, safety glasses and tools. Safety glasses may be purchased in the Business Office.

Freshmen must purchase an exploratory shirt to wear during the 3 Phases of the exploratory program as well as boots and safety glasses.

Exploratory Shirts can be ordered online and safety glasses may be purchased in the Main Office.

STUDENT ID'S

State Board Policy requires that all students wear their IDs daily above the waist. The reason for IDs is to provide an additional measure of safety for students and staff in the schools. Additionally, students must swipe in and swipe out with their ID.

UNIFORM AND ID POLICY

1. Tiered Persistence Model (*Minor Consequences/Level 1 reset each marking period; cumulative infraction tier status persists school wide*).

- **Level 1:** Infractions 1-2: Swap uniform/ID sticker + Instant Parent SMS + Lunch Detention.
- **Level 2:** Infraction 3: Swap uniform/ID sticker + Parent Contact + 90 minutes SAIL (to be served in shop).
- **Level 3:** Infraction 4: Swap uniform/ID sticker + Parent Conference + Placement on Non-Professional Probation (NPP) List.

MP Reset Rule: A Level 3 student in MP1 committing an infraction in MP2 restarts at Level 2 (90 minutes SAIL) - Not Level 1.

2. Non-Professional Probation (NPP)

- **Trigger:** 4 Accumulating Infractions in a Semester.
- **Immediate Restriction:** Banned from extracurriculars (dances, clubs, parking, senior release, athletic eligibility to be reviewed).

- Reinstatement Requirement: Must complete 20 “clean” days with zero uniform/ID infractions to clear status.
- Audit/Distribution: SAIL Instructor to update NPP roster weekly for Administration, Athletics, Advisors, and Security.

3. CTECS Shop Employability Grade

- 20% Daily Work Ethic Grade: Uniform/ID Compliance is graded daily under CTECS Employability Standards.
- 1st Warning: 50% loss of daily employability grade.
- 2nd Warning: 100% loss of daily employability grade + Referral to Dean.

4. Uniform Swap and Collateral (*Stickers discontinued for uniform. Immediate wardrobe replacement required before class entry*).

- Step 1: 7:15-7:35 AM Intake: Station monitors flag non-compliant students at main entry, divert to SAIL Instructor.
- Step 2: Instant Parent SMS: Staff logs entry into PowerSchool and sends ParentSquare message: Abbott Tech Alert: “[Student Name] arrived today without required ID/Uniform: Issued loaner. Please ensure compliance tomorrow.”
- Step 3: Collateral Deposit: Student leaves high-value item (Phone/Earbuds) in secured locker’ receives clean Abbott Tech loaner polo. Unwillingness to comply results in immediate 90- minute SAIL and automatic move to NPP.
- Step 4: 2:02 PM Return: Student returns loaner to SAIL to retrieve collateral.

5. Positive Culture Incentives

- Period 1 “Clean Sweep” Challenge: Target 100% ID and Uniform compliance for a full calendar month.
- Monthly Reward: TBD
- Peer Culture: Leverages positive group accountability across shop and academic cohorts.

TELEPHONE

Parent Phone Messages will be delivered to the student provided this practice is not habitual. If an Emergency exists and the School Counseling Office has been called (203) 797-4460 ext. 12420, the student will immediately be given the message. Students will not be called to the office phone.

WORK BASED LEARNING

Abbott Tech offers a **Work Based Learning** opportunity for Juniors and Seniors; this program provides students with an opportunity to apply and extend their skills and knowledge in their chosen technology/trade area during the shop cycle. Juniors are allowed to leave school and work with an area employer for a maximum of 14 hours per week. Seniors may work a maximum of 21 hours per week.

Participation in Work Based Learning is based on a student meeting the criteria set forth by the State Board of Education. Students must maintain good standing in grades, attendance and citizenship. Interested students should contact the Dean of Students/WBL Coordinator. **Students who participate in work based learning must maintain the eligibility criteria in order to continue in**

the program. Student participants who are suspended will automatically be removed from the Work Based Learning Program for one marking period.

Please contact our Dean of Students/WBL Coordinator for more information.

ASBESTOS MANAGEMENT PLAN

In accordance with 19a-333-1 thru 13, "ASBESTOS CONTAINING MATERIALS IN SCHOOLS", we are required to inform you that asbestos containing materials have been identified in various areas of the school, primarily in maintenance areas not accessible to students. Much of the material has been removed. What remains is included in an operations and maintenance (O&M) program. This program is designed to prevent fiber release through proper cleaning, maintenance and repair. The O&M program will remain in effect until all ACBM is removed from the building.

The building is inspected every six (6) months to determine any changes in the conditions of the materials. Additionally, the buildings are thoroughly re-inspected every three years by licensed asbestos inspectors following the same basic criteria as the original inspection.

Henry Abbott Tech maintains in its **MAIN OFFICE** a complete updated copy of the Asbestos Management Plan (AMP). It is available during normal business hours for inspection. The designated person for the Asbestos Program is John Woodmansee and can be contacted at (860) 807-2233.

Appendix A

Class of 2027

Senior Release and Parking Criteria

End of Junior Year

Students will not be eligible for Senior Release or Parking at the start of Senior Year if they have:

Cannot leave during Resource/Basic Skills Learning Center/ELD/Literacy

18+ Absences in 25-26 (Chronic-Exc/Unex Combined)

18+ Unexcused Tardies in 25-26

Y1 Failure of any kind in 25-26

Behavior incidents at administrator's discretion

October 1 of Senior Year

No Senior Release (Incomplete Beginning of the Year paperwork)

End of Senior Year MP1

Cannot leave during Resource/Basic Skills Learning Center/ELD/Literacy

No Senior Release or parking (4+ Unexcused Absences MP1)

No Senior Release or parking (5+ Unexcused Tardies MP1)

No Senior Release or parking (1+ Failures MP1)

Behavior incidents at administrator's discretion

Unpaid Class Dues (loss of senior release only)

End of Senior Year MP2

Cannot leave during Resource/Basic Skills Learning Center/ELD/Literacy

No Senior Release or parking (4+ Unexcused Absences MP2)

No Senior Release or parking (5+ Unexcused Tardies MP2)

No Senior Release or parking (1+ Failures MP2)

No Senior Release or parking (any Y1 Failure)

Behavior incidents at administrator's discretion

Unpaid Class Dues (loss of senior release only)

End of Senior Year MP3

Cannot leave during Resource/Basic Skills Learning Center/ELD/Literacy

No Senior Release or parking (1+ Failures MP3)

No Senior Release or parking (5+ Unexcused Tardies MP3)

No Senior Release or parking (4+ Unexcused Absences MP3)

No Senior Release or parking (any Y1 Failure)

Behavior incidents at administrator's discretion

Not making adequate progress on Capstone (loss of senior release only)

Class of 2028

Parking Criteria

End of Junior Year MP1

No parking (4+ Unexcused Absences MP1)
No parking (5+ Unexcused Tardies MP1)
No or parking (1+ Failures MP1)
Behavior incidents at administrator's discretion

End of Junior Year MP2

No parking (4+ Unexcused Absences MP2)
No parking (5+ Unexcused Tardies MP2)
No parking (1+ Failures MP2)
No parking (any Y1 Failure)
Behavior incidents at administrator's discretion

End of Junior Year MP3

No parking (1+ Failures MP3)
No parking (5+ Unexcused Tardies MP3)
No parking (4+ Unexcused Absences MP3)
No parking (any Y1 Failure)
Behavior incidents at administrator's discretion

End of Junior Year Y1

Students will not be eligible for Senior Release or Parking at the start of Senior Year if they have:

18+ Absences in 25-26 (Chronic-Exc/Unex Combined)
18+ Unexcused Tardies
Y1 Failure of any kind
Behavior incidents at administrator's discretion

Appendix B

PARENT/STUDENT ACKNOWLEDGEMENT

This form is available online in ParentSquare. You do not need to return this copy.

Parent/Student Acknowledgement/Agreement

Student Dress Policy

We understand the requirement for academic and shop uniforms. We also understand that failure to abide by these policies may lead to disciplinary action.

Discipline Policy and Substance Abuse Policy

I understand the responsibilities outlined in the Discipline Policy and Substance Abuse policy. I also understand that should my child violate either policy he/she shall be subject to disciplinary action, up to or including expulsion from school and/or referral to law enforcement officials, for violation of the law.

Attendance Policy

I understand that regular attendance is the responsibility of the student and his/her parent(s)/guardian(s) and is a critical aspect of the educational process. I also understand that after 10 days of unexcused absence my child will be denied credit and a Family with Service Needs of a Youth in Crisis Complaint may be filed with The Superior Court, Juvenile Matters. I further understand that I may make a written request for review within ten school days following receipt of notification of denial of credit. ***Students, regardless of age, will be required to bring in a note from a parent/guardian for dismissal prior to 2:12pm.***

Education Records

Regarding education records, I understand that certain personally identifiable information about my child is considered directory information and does not require a signed release for disclosure. I understand that unless I deny the release of any or all of this information within 10 school days of the date this student handbook was issued to my child, directory information may be released. I also understand that as a parent/guardian I have a right to inspect and review all student records of my child.

Electronic Information and Resources Policy

I acknowledge and agree to abide by the Electronic Information Resources Policy of the Technical High School System.

Full text of the above policies can be found in your child's handbook.